

**CAPCOA Engineering Managers  
Action Item Tracking Table**

2/3/2017

Date	Assigned To	Action Item	Task Completed	Comments
4/16/2012	All	Send source test data showing the fractional speciation of PM2.5 and PM10 to the Vice Chair for posting on the CAPCOA Website.	Yes	DL to post NAACA PM2.5 review and comments
6/3/2013	All	Send ARB (Tung Le) and EPA (Gerardo Rios) comments on ARB's revised BACT clearinghouse "short form".	Yes	Send comments by 9/30.
8/12/2013	Joe S. (BAAQMD)	Include Annheiser-Bush project to Bio-energy table	Yes	In process
12/6/2012	Mohsen	Send a copy of the GHG Permit Streamlining Work Group report to the Chair for distribution.	Yes	
12/6/2012	All	Send data on VOC from Asphalt plant tests to David Lusk.	Yes	
8/20/2012	All	Send information on Bio-Energy (bioconversion) technology projects (including source test results) to the Chair for inclusion in the Survey Table and posting on the CAPCOA Website.	Yes	Last version posted in early October to main web documents page
12/6/2012	All	Send information on crematory source tests to the Vice Chair for posting on the CAPCOA Website.	Yes	BAAQMD recent test reports uploaded to August meeting documents section
4/22/2013	All	Provide Training needs to Kerby	Ongoing	
6/3/2013	All	Send GHG Permitting information related to Tailoring Rule thresholds to Gerardo Rios. Include info on sources accepting operational limitations to reduce GHG	Yes	GR working with Bay Area to get idea of ext. Survey to districts on expected permitted if at various levels.
12/7/2012	All	Send Jill comments on GHG Registry/Exchange (RX) Protocols.	Yes	
12/7/2012	All	Inform EPA on who granted the one year Solid Fuel MACT extensions.	Yes	Drop if no Interest
1/28/2013	Mike G.	Investigate if CAPCOA minutes are public records	Yes	To be discussed in Napa
1/28/2013	David L.	Arrange Chico hotel for August meeting	Yes	
1/28/2013	All	Comments on Symposium Topics	Yes	
1/28/2013	Mike G.	Distribute Ben E.'s RICE summary with meeting comments included	Yes	<a href="http://www.sbcapcd.org/eng/rice/rice.htm">http://www.sbcapcd.org/eng/rice/rice.htm</a>
1/28/2013	Kerby	Send sample advisory for RICE requirements	Yes	
1/28/2013	Mohsen	Forward NACAA GHG permitting update Presentation to Mike for distribution	Yes	Posted on webpage only. David to send out notice of availability
1/28/2013	Tung	Forward forms for BACT determinations with new fields highlighted	Yes	
1/28/2013	David L	Check with Ken about Letter to DPR on future correspondence in the "name" of CAPCOA.	Yes	No action recommended.
1/28/2013	Dave W	Send GHG Protocol outline/template	Yes	
1/28/2013	Mohsen	Email to review PERP update (water districts, etc.)	Yes	Update at April Meeting
1/28/2013	Kerby	Will send out SCAQMD staff report on AQ impacts from fracking	Yes	
1/28/2013	David L.	Will send out his checklist version of the GHG review protocol outline	Yes	Posted.
1/29/2013	Gerardo	Remanded regulations impact to PSD IBR rules	Yes	Will discuss at next meeting
1/29/2013	Mike G.	Email link to SB ERC workgroup webpage	Yes	<a href="http://www.sbcapcd.org/eng/nsr/Offsets/owg.htm">http://www.sbcapcd.org/eng/nsr/Offsets/owg.htm</a>
1/29/2013	Jaime H.	Send documents related to dimethyl ether project	Yes	Distributed; posted
1/29/2013	Mohsen	GHG sequestering group presentation to Mike for distribution	Yes	Posted
1/29/2013	Barry	Will send out a list of genralized Title V permit streamlining measures	Yes	Update: Barry to distribute to Committee. Target Napa discussion

1/29/2013	Paul H.	Will send out EPA's guidance document on electronic noticing	Yes	No guidance found. May help: <a href="http://www.epa.gov/region7/air/nsr/nsrmemos/pubnot.pdf">http://www.epa.gov/region7/air/nsr/nsrmemos/pubnot.pdf</a>
1/29/2013	Dave W	Will send out SJV Title V equivalency letter that was sent to EPA	Yes	Not yet sent. (Symposium Presentation)
4/22/2013	David L.	Post RICE NESHAP tables.	Yes	
4/22/2013	Tom W.	Send update to GR about Pio Pico 300 MW Power Plant	Yes	Sent to Gerado.
4/22/2013	Mohsen	Send CEQA reform position paper if AQMD approves on 5/5	Yes	
4/22/2013	Mike G.	Get with Tung Le about options in BACT database input	Yes	Need to discuss with CAPCOA members
4/22/2013	Mohsen	Relay EVR concerns to Enf. Mgr. EVR Subcommittee	Yes	
4/22/2013	David L.	Resend symposium announcement	Yes	
4/22/2013	Barry	Memo for external speaker	Yes	
4/23/2013	David	Check with ARB about DME alternative fuel status	Yes	Gaseous fuel similar to LPG but can be compression ignited
4/22/2013	All	Comment on Adaptive Management mission statement and answer document questions to Jim Karas w/in 2 weeks	Yes	
6/3/2013	David L/Frank D.	Rice Cultivation GHG Protocol Review	Yes	
4/22/2013	Brian K.	Send out comments deadline info on OEHHA draft risk guidance document.	Yes	Send comments to BK by 7/1/13
4/23/2013	Gerardo	Provide generic Title V streamlining list	Yes	
4/23/2013	Jaime H.	Send out ATC for DME project	Yes	
4/23/2013	Frank D	Send results of Toxics from railroad ties	Yes	Napa Presentation
4/23/2013	Barry	Send prep document for Hearing Board BACT determination	Yes	Verifying with Legal
6/3/2013	Mohsen	Send PM2.5 emission factors from API	Yes	DL posted data
6/3/2013	All	Send interest in contributing to source test crematory for mercury info to San Diego (?)	Yes	
6/3/2013	Jill and Mohsen	Send biomass conversion info	Yes	Mohan B. email 8/13/13
6/3/2013	Mike G.	Incorporate EPA Title V streamlining suggestions into BAAQMD list and include preamble for comments to post as tool	Yes	Completed 8/26/13 and posted to main web documents page
6/3/2013	Dave W.	Send revised SB-700 resolution update related to Attorney General response to Offset requirements at ag sources.	Yes	Posted with Meeting Docs
6/3/2013	Gerardo	Will send Tribal NSR	Yes	Region 9 email 8/22/13 posted to August meeting documents
8/13/2013	Gerardo	Send summary of each district's rules in SIP pipeline to determine if withdrawal request warranted due to later version of rule also submitted.	Yes	Review and response by 11/13/13
6/3/2013	Jill Whynot	Will send GHG protocols	Yes	
8/13/2013	Gerardo	Research EPA composting guidance on fugitive emissions	Yes	Nothing Found
4/22/2013	Martin Gunn	Send RICE NESHAP slides to David Lusk	Yes	Will contact ARB
8/12/2013	David Lusk	Forward CAPCOA committee responsibilities info to MG	Yes	email 8/13/13
8/12/2013	All	Send NESHAPs 6X info to Yolo Solano	Yes	Posted to August meeting documents
8/12/2013	All	Protocol recommendation review-Waste Mgmt Digester Gas	Yes	by 8/16/13
8/13/2013	Gerardo	Send summary of discussion and links of legal outcomes	Yes	email 8/16/13 and posted to August meeting documents
6/3/2013	Mike G.	Revise CAPCOA BACT Clearinghouse Guidance memo	Yes	Revised draft mailed out 8/27/13. <b>Send comments by 9/17.</b>
12/7/2012	Mohsen	Finalize District PERP Example Table, send to Board and ask ARB to post as a CAPCOA PERP Advisory.	YES	Continued revisions but almost final. MN to distribute final for districts' review and forward to Board (Completed 3/3/14)
10/28/2013	All	Submit PSD examples to Kerby Z. for PSD training agenda	Yes	Training completed 3/27/14

10/28/2013	All	Complete GHG PSD permitting survey on impact of 75,000 TPY and 50,000 TPY thresholds and examples of sources with enf. PTE limits to avoid PSD/TV permitting.	Yes	
10/28/2013	Mike G.	Elevate Compost workgroup direction concerns to CAPCOA Board	Yes	Email and communication to Barbara Lee 10/31/13
10/28/2013	David L.	Send List of Tier 4 engines note certified to Tier 4 Standards	Yes	Email 11/1/13
10/28/2013	Tung Le	Distribute new PM speciation profile for concrete batch plants	Yes	
10/29/2013	Gerardo	Forward GHG Listening Sessions schedule	Yes	Jaime Hernandez email on 10/29/13
10/29/2013	Gerardo	Finalize SILs SMC language for district agreement for PSD implementation	Yes	Pending release early Sept.
10/29/2013	All	Review and Respond (APCO/Sr. Staff level letter correspondence) to Gerardo on rule pipeline tables: Table 1-Banking Rules, Table 2-Newer Versions, Table 3-Rules to Limit PTE, Table 4-Misc.	Yes	work at Board level
10/29/2013	All (Oil and Gas)	Notify Kerby of O&G expert for assistance in training development with Bruce Oulrey (ARB)	Yes	Please forward contacts
10/29/2013	Dave Warner	Send Jill Whynot Rendering Plant Information	Yes	email 3/12/14
1/27/2014	David Lusk	Coordinate composting workgroup participation with ARB	Yes	Next Meeting 3/19/14
1/27/2014	David Lusk	RICE NESHAP Tier 4 Advisory comments to ARB (Rich Boyd) on drafted advisory for engines certified as Tier 4 but not meeting standards.	Yes	Update at April Meeting
1/27/2014	David Lusk	Check with Board to see if CAPCAO is commenting on federal GHG regulations for Power Plants (111(d))	Yes	Collaborated with ARB
1/27/2014	Gerardo Rios	New federal regulations requiring additional operating time for gensets at hospitals	Yes	No new regulations known
1/27/2014	Stepanie Kato	Forward ARB comment letter on 111(d)	Yes	Email 1/28/14.
1/27/2014	Tung Le	Forward Draft copy of Adaptive Management guidance for emission changes >5%	Yes	No longer applicable as subsumed by Indicators project
1/27/2014	David Lusk	Conference call of interested districts to discuss GDF Emission Factor and AST issues	Yes	Call held on 2/28/28 and comments routed to participants.No Board action yet.
1/27/2014	Mike G.	Release ERC table with updated information	Yes	<a href="http://www.sbcapcd.org/apcd/cacfiles/offsets-files/ercdata021414.pdf">http://www.sbcapcd.org/apcd/cacfiles/offsets-files/ercdata021414.pdf</a>
1/28/2014	All	Feedback to Kerby on Symposium Topics by 2/5/14	Yes	
1/28/2014	Peggy Tarrico	Confer with Greg Harris about GDF emission factors used in OEHHA analysis	Yes	Per Jorge, will distribute.
1/28/2014	All	Forward information on permits, emission factors and BMPs to SC (Jill Whynot) on fugitive odors, VOCs, and metals from oil fields, rendering plants, and metal grinding operations.	Yes	
4/14/2014	DL	Send questions on GHG Additionality to GHG committee for clarification	Yes	No response from CPC yet
4/14/2014	All	Send any composting emission factors to workgroup	Yes	Timeline has passed.
4/14/2014	Jorge	Share internal policy on Emergency engines	Yes	
4/14/2014	Barry/Mohsen	For GDF toxicity study, determine and distribute benzene concentrations in gasoline from permitted refineries.	Yes	
4/14/2014	Leland	Distribute GDF health risk assessment tool	Yes	Via email 4/22/14
4/15/2014	DL	Request board direction on GDF risk study and oil and gas GHG workgroup participation.	Yes	Board direction received 5/1/14 meeting
4/15/2014	Gerardo	Send Tribal lands court case line, PSD extension guidance, and GWP revised list	Yes	Email 4/22/14; GWP 5/23/14
4/15/2014	All	Complete EPA R9 survey on NSR rule elements and SIP rule submittals by 4/30/14	Yes	Laura Y. sends her thanks to all!

4/15/2014	Kerby	Email info on new non-PERC dry cleaning solvent	Yes	
5/1/2015	All	Board assigned participation in Oil and Gas GHG workgroup with GHG/Enf. Mgr committees, EM to consider GDF risks, and comments to EPA 111(d) proposal.	Yes	Comments letter submitted 5/9.
6/2/2014	Gerardo	Send copy of updated table of NSR rule changes required	Yes	Laura Y. email to affected districts 7/8/14
6/2/2014	DL	Send DOGGR Link to all	Yes	DL Email 7/28/14
6/2/2014	Jorge	Send copy of Source Test for laundry facility	Yes	Emails 7/24 and 7/25
8/18/2014	DL	Distribute ARB Board presentation on OEHHA Guidelines	Yes	emailed 8/20/14
8/18/2014	Jim Wagoner	Follow up on PERP document transmittal to ARB	Yes	Email to Mohsen confirming 8/20/14
8/18/2014	All	Send Landfill gas ICE toxics emissions data to Chair for San Diego project	Yes	MG: email 8/18/14 Others?
8/18/2014	Frank D	Compost as offset exempt category to ARB workgroup	Yes	Pending Board notification in Board Report (9/3/14: Board: do not pursue)
8/18/2014	DL	Forward link for EPA solvent contaminated wipes rule	Yes	emailed 8/20/14
8/18/2014	Tung Le	Send out Rules Manager contact info	Yes	emailed 8/20/14
8/18/2014	Tung Le	Forward Biomass link	Yes	emailed 8/20/14
8/18/2014	Sam O.	Forward Biogass/Syngas as a listed source citation	Yes	emailed 8/20/14
8/18/2014	DL	Forward Jill Whynot's 111(d) summary	Yes	emailed 8/20/14
8/18/2014	DL	Forward Healy Faulty Breakaway info from Enf. Mgr.	Yes	emailed 8/20/14
8/19/2014	DL	Distribute CAPCOA OEHHA Guidelines talking points and ARB Press Release	Yes	emailed 8/20/14
8/19/2014	DL	GDF workgroup document actual CA Benzene concentration data for risk assessment review	Yes	Board report 9/3/14
10/20/2014	David Lusk	Send Link of Proposed Compost Regs to Enf. Mgrs. (Jon Adams)	Yes	DL email 10/23/2014
10/20/2014	All	Verify extent of "affirmative defense" for SSM in SIP Rules/federally enforceable permit conditions	Yes	
10/20/2014	Mohsen	Distribute link to Mates IV presentation	Yes	Email 10/27/14
10/20/2014	Renaldo Crooks	Distribute ARB comments to NSPS XXX and Landfill Guidelines	Yes	Email 10/27/14
10/20/2014	Tung/Jill	Share 111(b) comments letters to EPA	No/Yes	Email 10/27/14
10/20/2014	David L./Barry	Check on status of Rangeland Mgmt Protocol for Engr. Mgr. Review	Yes	Request for review sent 10/24/14
10/20/2014	Leland/David L	Distribute ARB link to "Express Risk Calculator"	Yes	Email 10/23/14
10/20/2014	David L.	Verify affects of new OEHHA guidelines on non-inhalation pathways	Yes	email to ARB 10/24/14
10/20/2014	Gerardo	Distribute link to Webinar for EJSscreen on 10/30/14	Yes	email 10/27/14
10/20/2014	Chris C.	Include request to turn Basic Engr. Course to a public course	Yes	Recommend Request in 2015
10/20/2014	Mike G.	Distribute information on Low Nox Flare	Yes	email to JH and Felix T 10/23/14
10/20/2014	Frank D	Forward H2S gas chromatograph cost to Jaime H.	Yes	data rec'd from permit applicant
10/20/2014	David L.	Distribute Year End Board Report for comment	Yes	Draft distributed 10/27/14
10/20/2014	David L.	Send Livestock Projects Protocol to Board with recommendation to approve with conditions	Yes	Attached to Board Report 10/27/14
4/13/2015	Tung Le.	Recommend 111(d) subgroup to work with ARB on Plan with EPA	Yes	Moshen & Chris to work on!
4/13/2015	Chris C.	Post Handouts to CAPCOA website	Yes	
4/13/2015	Mohsen	Forward DC Court decision link	Yes	email 4/13/15
4/13/2015	All	Review Biochar Protocol and prepare comments; arrange for call in meeting in 2 weeks	Yes	
4/13/2015	Tung Le	Forward request to have ARB training documentation posted on (District-only access) website	YES	Tung will discuss with Training Scetion; Yes per e-mail; considered Top Priority; Task Complete but results in NEW task
4/13/2015	Chris Gallenstein	Share link to EPA list of 111(d) affected units	Yes	email 4/14/15 (EPA 111(d) toolbox)

4/13/2015	Leland V.	Share current draft of prioritization guidelines document	Yes	
4/13/2015	Mike G.	Distribute examples of risk adjustments table	yes	email 4/13/15
4/13/2015	All	Comments on DICE HRA report to David L. by 4/17/15	Yes	
4/13/2015	Barry Y.	Distribute announcement for Fuel Cell Symposium	Yes	Email 4/13/15
4/14/2015	Sam O.	Distribute information on Syn Minor 80 reporting summary	Yes	
4/14/2015	Arnaud M.	Share SJV Emergency ICE BACT determine with committee	Yes	
8/17/2015	Kerby/David L.	Follow up with CAPCOA HQ on 2016 Symposium arrangements	Yes	
8/17/2015	David L	Review and provide memo update on amendments to Foresty Protocol	Yes	
8/17/2015	Bruce Springsteen/John Finnell	Final Biochar Protocol and Route for review	Yes	
8/17/2015	Bob McLaughlin	Forward link for survey monkey for Air Only Symposium	Yes	
8/18/2015	Lisa Beckham	Research status of Yolo Solano Title V Rule SIP approval status	Yes	
8/18/2015	Lisa Beckham	Forward link/list of EGUs consider in the Clean Power Plan regs	Yes	8/18/15 forwarded by CC 9/4/15
1/26/2016	Sam O.	Review Weatherization of Single/Multifamily Buildings	Yes	re-assigned to SJV (below)
1/26/2016	Jason D.	Review Avoided Conversion of Grasslands to Croplands, both American Climate Registry and Climate Action Registry	Yes	
1/26/2016	Alex S.	Review Coastal Wetlands Creation and Wetland Implementation and Rice Cultivation in Sacramento-San Joaquin Delta	Yes	CAPCOA Board approved these 2 protocols
8/8/2016	Sam O.	Confirm Status of Jan 2016 minutes with Chris C.	Yes	
8/8/2016	Kerby	Send info about Santa Rosa potential Symposium Location	Yes	Email
8/8/2016	Gerardo Rios	Distribute PM2.5 Precursor Fact Sheet and PM2.5 SILs Links	Yes	Email 8/8/16.Forwarded 8/12/16
8/8/2016	Gerardo Rios	Follow-up on documentation for 2008 Ozone NA resolution guidance/checklist (APCO letter or board action)	YES	List of affected Districts provided. Gerardo will be sending these agencies example text to use. Task Complete
8/8/2016	Gerardo Rios	Guidance on removing Boiler MACT requirements from Title V permits per Placer County request	No	Dave Lusk to check his notes on this; Task is Ongoing
8/8/2016	David Lusk	Prepare request for clarification of General Permit program authority for EPA	No	Sample Language to be provided by Dave Lusk; Task is Ongoing
10/24/2016	Dave Warner	Share SJV policy on permitting mobile engines	No	Dave not present at meeting; Task is Ongoing
10/25/2016	Dave Warner	Complete Rx forms for the Weatherization Protocol and transmit to Alan Abbs.	YES	Protocol approved by Engineering Managers during October 2016 Meeting in Ventura; subsequently approved by CAPCOA Board; associated forms have been transmitted; Task Complete
10/25/2016	Kerby Zozula	Contact ARB about rolling the CAPCOA Permitting Class into the ARB training curriculum.	No	Ongoing discussions with CARB on this subject; CARB constrained by Staff limitations and curriculum; Task Ongoing
11/3/2016	Gary Willey Brian Aunger	GHG Rx - Organic Waste Digestion Project Protocol Version 2.1	YES	New Task - Asisgned after Oct 24-25, 2016 meeting; Task Complete
11/14/2016	Arnaud Marjollet	GHG Rx - U.S. Livestock Project Protocol Version 4.0	YES	New Task - Asisgned after Oct 24-25, 2016 meeting; Task Complete
8/8/2016	Mike G.	Distribute link of updated EPA Cost Control Manual	Yes	Email 8/8/16
8/8/2016	Paul H.	Distribute workgroup draft Portable ATCM/PERP changes when publicly available.	Yes	
8/9/2016	Jorge	draft request to CAPCOA Board expressing need for GDF EF priority with ARB	Yes	
8/9/2016	Paul H.	Forwarded Enforcement Manager Symposium info	Yes	Email 8/10/16

8/9/2016	Arnaud M.	Email recommendation on Weatherization Protocol regarding enforcability and permanence concerns	Yes	
8/9/2016	Arnaud M.	Review rendering plant permits for toxics info for SacMetro	Yes	
1/30/2017	Gerardo Rios	Air Curtain Incinertor (ACI) Title V Permitting Requirements, General TV Permit?	New	David Lusk asked for clarification regarding Title V permitting requirements for ACIs; can we develop and use a multi-district "General" Title V permit. Certain sections might apply to all, however, NSR offset thresholds, and attainment status will make some sections District specific. New Task
1/30/2017	Gerardo Rios	Arrainge for webcasting of electronic reporting training scheduled at EPA Region 9 HQ on April 24	New	New Task
1/30/2017	Jorge DeGuzman	Follow up with CAPCOA to determine how Biomass policy endorsement was established	New	New Task
1/30/2017	David Lusk	Send out Symposim questionnaire to determine venue and topics	New	New Task
1/30/2017	Gerardo Rios	Send ACI emissions factors to CAPCOA Eng Mgrs	New	New Task
1/30/2017	Barry Young	Check on Room availability and webcasting for April 24 training	New	New Task
1/30/2017	Gerardo Rios	Park Services, Fish & Game, etc. that are affected by permitting activities must be notified; Gerardo, will share table of the various requirements	New	New Task
1/30/2017	David Lusk	David Lusk to get with Laura to review and comment on the letter he sent her	New	New Task
1/30/2017	Gerardo Rios	June 11, 2017 final action to deny consideration of CPP, etc; Gerardo to look into this	New	New Task
1/30/2017	Paul Hensley	revise ATCM to clarify permitting requirements; use Subject to "District Permitting" in appropriate place	New	New Task
1/30/2017	Arnaud Marjollet	Arnaud to provide follow-up information regarding multi use engine equipment; propulsion and crushing for example at a stationary source	New	New Task
1/30/2017	ALL	Permitting Strategy, Title V, for Air Curtain Incenerators (ACI); deliverables to be identified	New	New Task
1/30/2017	Gerardo Rios	ACI related TV permits; Gerardo to clarify which Districts can issue related TV permits	New	New Task
1/30/2017	Sanjeen Kamby David Lusk	Group is seeking documentation of CAPCOA Board approval of the 2013 GDF Emission Factors; Dave to speak w/Jim Wagner (CAPCOA Liason) on subject	New	New Task
1/31/2017	Alan Abbs	Place GDF emission factors approval clarification on CAPCOA Board Agenda	New	New Task
1/26/2016	Leonard S.	Review N2O Emissions Reductions from Changes in Fertilizer Management	Yes	